



April 27, 2010

TO: Pier Oddone, Young-Kee Kim, Steve Holmes, Greg Bock, D/S/C Heads,
Gary Leonard, Jim Strait, John Cooper

FROM: Bruce Chrisman 

SUBJECT: MOUs and Accords

Fermilab frequently signs general MOUs with outside, non-governmental, institutions, both foreign and domestic, which recognize the intention to collaborate scientifically and technically in areas of mutual interest. More detailed arrangements for specific collaborative activities are specified in documents, often called "Accords", which refer to the MOU as their primary document.

These Accords sometimes contain arrangements whereby the outside institutions design or produce a non-commercially-available piece of equipment that is needed by Fermilab, and for which the outside institution has particular expertise; there are details in the Accord on anything that Fermilab would provide to the outside institution in exchange for this service. This procedure of MOU and Accord oftentimes precedes procurement in those cases where the MOU or Accord requires a procurement action to fulfill the obligation created with the outside institution.

Since these MOUs or Accords can bind Fermilab contractually or financially, they have in the past been submitted before signing to me for review, and this is a reminder that such a practice is to continue.

cc: R. Rubinstein
R. Kephart
J. Appel